



WESTERN OUTREACH (WESO) MINISTRY

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THE MINUTES OF WESO AGM HELD AT SATELLITE HOTEL, WEBUYE ON 1ST JUNE, 2024 AT 10 AM

MEMBERS PRESENT

Number	Name	Fellowship
1.	Job Wekesa	GEC-Chairperson
2.	Mercy Namasaka	GEC-Vice Secretary
3.	Benard Simiyu	GEC-Treasurer
4.	Simon Musudia	GEC-Fellowships Coordinator
5.	Oscar Lunani	GEC-Missions Coordinator
6.	Emily Akunda	GEC-Welfare & Membership Coordinator
7.	Marvin O. Wanga	GEC-Finance Chairperson
8.	Jackline Tsikhungu	GEC-Member
9.	Benard Mambili	GEC-Member-UON-Kikuyu-online
10.	Aaron Wangiri	GEC-Member-Laikipia
11.	Ashiundu Newton	GEC-Member-MMUST
12.	David Lwenya	Nakuru NSF-online
13.	Samuel Peter Wanyama	JKUAT
14.	Kevin Mugalla	JOOUST
15.	Kizito Nyongesa	KAKAMEGA NS
16.	Sylvester Njinuli	KU
17.	Natembeya Jackline	KU
18.	Velour Zawadi	JKUAT
19.	Brian Nyongesa	LAIKIPIA
20.	Annmelrose Nyongesa	LAIKIPIA
21.	Oscar Simiyu	Maseno
22.	Eugene Wiraka	Maseno
23.	Faith Mwanzia	MMUST
24.	Daniel Kipsang	MMUST
25.	Joy Masika	MMUST
26.	Robert Ouma	Moi University main
27.	Everline Asande	Nakuru
28.	Isiaho Jeffrey	RONGO
29.	Felix Wanjala	RONGO
30.	Belinda Nanjala	RONGO
31.	Esther Wafula	RONGO

32.	Mutanda Dennis	RONGO
33.	Barasa Samuel	UOE (ELDORET)
34.	Mabonga Douglas	UON (Upper Kabete)
35.	Nafula Janet	UON (Lower Kabete)
36.	Kepha - A. Rabon	UON (Upper Kabete)
37.	Fanuel Juma	UON (Kenya science)
38.	Venancy Khisa	WEFWE
39.	Billezra Kutiri	WEFWE
40.	Benard Mutali	WEFWE
41.	Isaac Simiyu	WEFWE
42.	Damaris Naliaka	EGERTON
43.	Chrispinus Nyukuri	Kimilili-online
44.	Preston Barasa	Kakamega NSF-online
45.	Martha Ndukuyu	Nairobi NSF-online
46.	Isaac Nakhaima	Nairobi NSF-online
47.	Joshua Sambo	UON-Kikuyu-online
48.	Pontiph Mukunga	Diaspora-China-Online
49.	Maruti Khamala	Online
50.	Brian Omukaga	Online
51.	Micah Sikuku	Egerton-Online
52.	Eric Oyoma	Online

IN-ATTENDANCE

1.	Barasa Tom Wafula	Patron
2.	Derik Simiyu Khamali	BOT-Chairperson
3.	Dr. Wambeye Marakia	BOT-Member
4.	Dr. Joseph Omega	BOT- Member-online
5.	Dr. George Musumba	BOT-Member- online
6.	Victor Muhambe	BOT-Member-online

APOLOGIES

1. Mercy Welamondi-Vice Chairperson
2. Bilha Naandi- BOT Member

MIN 1/6/24: Preliminaries

Zawadi Velour was invited by the chairperson to lead the members in a brief worship and prayer session. Thereafter, Reverend Steve Obock was invited by the chairperson to give a brief sermon to the members. The take home points were:

- Commitment
- Paying the cost

Eventually, the chairperson called the meeting to order and welcomed the secretary to read the notice of the AGM. Later, the Chairperson checked and ascertained the quorum requirement.

MIN 2/6/24: Reading and confirmation of the minutes of the previous AGM

The secretary read the minutes after which they were proposed to be a true record of the proceedings of the previous AGM by Felix Wanjala of Rongo University and seconded by Ashiundu Newton of MMUST. They were later confirmed by the chairperson and secretary respectively.

MIN 3/6/24: MATTERS ARISING

- A member inquired why the number of fellowships recorded to have been active in the previous AGM. The issue was clarified.
- A representative of WEFWE confirmed that the fellowship was in the process of reviving the fellowship. The Fellowship Coordinator reported that there had been difficulties in launching Kibabii University WESO fellowship. The Chairperson added that KIBU CU had a constitution that made it impossible to launch a WESO fellowship.
- The fellowship coordinator said that the relationship between the secretariat and WESO Moi Fellowship had improved a lot.
- The Missions Coordinator Oscar Lunani urged the leaders of various fellowships to see to it that by September there should no activities ongoing so that the major focus should be on the Biennial Mission. The BOT chair and the Patron weighed in, on the same issue stating that the WESO Ministry fellowship had scheduled the biennial routine to allow the fellowships to have their own activities.

MIN 4/6/24: REPORTS

Fellowships' Coordinator's Report

- We have 21 active fellowships.
- The relationship between the students and the secretariat had improved tremendously
- Regular meetings with chairpersons were held and reports, and updates given.
- Regional Coordinating Committees had helped to improve the presence of the national leadership in fellowship activities.
- There was a tremendous improvement in attendance and participation of various fellowships in ministry activities.
- Volunteers had given themselves to serve as the fellowship caretakers.
- Revival of inactive fellowships was ongoing.

Challenges

- Inadequate finances - members were urged to gladly give towards WESO activities to make fellowships' coordination easier.
- Change in University calendars.

Frame work

- Leaders should assume office after undergoing training in order to know the ministry' working structures and principles.
- Fellowships should strictly use WESO colours and Logo.
- Fellowships' secretaries should embrace official communication channels.

- Fellowships were free to appreciate the invited ministry speakers but it was not compulsive.
- It was proposed that appointment of fellowship caretakers should be in liaison with their leaders so that their working and diligence was above bar.
- Volunteers who had previously served in WESO were acknowledged. They were motivated to serve God, have experience in Ministry and value.

Missions' Coordinator's Report

Opening remarks

The coordinator gave glory to God for the successes and grace experienced during mission activities.

Fellowships' Missions

The ministry successfully conducted fellowship missions in several locations. The missions served to strengthen the faith of the members and expand the ministry's impact. The locations included:

- Maseno - Tongareni
- Egerton - Khwisero
- Laikipia - Shianda
- JOOUST- Busia
- University of Nairobi (UON) - Misikhu
- University of Eldoret (UOE) – Esibuye
- Rongo - Luanda
- MMUST- Endebesi
- JOOUST-Busia
- KU-Ingavi
- Moi-Kotur

The MC appreciated the ministry for its continued support which enabled the missions to take place. He apologized to fellowships that did not receive financial support during this period due to the limitations faced.

Achievements

The ministry recorded several key achievements that highlighted progress and unity:

- **Unified Fellowships:** brought all fellowships together which fostered a spirit of collaboration and mutual support. This unity enhanced effective coordination of mission activities.
- **Online Meetings:** there were regular virtual meetings for Mission Coordinators which ensured consistent and seamless communication, planning, and sharing of best practices despite geographical distances.
- **Physical Meeting in Eldoret:** a face-to-face gathering was held in Eldoret which provided an opportunity for deeper engagement, team building, and strategic planning.
- **Preparation for Nambale Mission:** the ministry was actively preparing for the upcoming Annual Mission in Nambale, scheduled from 17th to 27th December. This timing was carefully selected to ensure maximum participation as most fellowships would be free then.
- **Mobilization for follow-Up:** efforts were underway to organize follow-up activities/ post-mission to sustain momentum, nurture new converts, and support ongoing spiritual growth.

Challenges

Despite the successes, the ministry faced several challenges that need to be addressed:

- **Inadequate Finances:** Limited funding constrained the MC's office from supporting and visiting fellowships to carry out training sessions in preparation for missions.
- **Non-Adherence to Mission Policies:** Some fellowships found it difficult to comply with established mission policies which led to inconsistencies and inefficiencies in mission execution. Strengthening policy adherence is essential for maintaining standards and unity.
- **Excessive Fellowship Activities:** Fellowships had so many activities which reduced their focus on the biennial mission. Fellowships were advised to coordinate closely with the Secretariat for mission planning and support.
- **Mission Scheduling Conflicts:** some fellowships found themselves organizing missions in one region because of lack of coordination with the secretariat. The Missions Coordinator emphasized that all fellowships' mission coordinators should liaise with his office to forestall any possible collisions

SECRETARIAT REPORT

The GEC Chairperson

- **Filing of Returns:** the chairperson thanked Brother Bernard Simiyu for playing a critical role in filing official returns and ensuring compliance with regulatory requirements.
- **Bank Account:** plans were underway to open a new bank account to improve financial management and transparency.
- **Student Fellowship Relationships:** The ministry had strengthened its relationships with student fellowships.
- **Leadership Visits:** Ministry leaders visited various fellowships to provide guidance, encouragement, and strategic direction.

Secretariat's Role and Focus

The Secretariat continues to play a vital role in sustaining and growing the ministry.

- **Guidance and Counseling:** offering spiritual and administrative support to fellowships and leadership teams.
- **Financial Oversight:** managing ministry finances to ensure accountability and sustainability.
- **Addressing Instability:** working to stabilize the ministry's operations amid challenges.
- **Reviving RCC and Non-Student Fellowships:** efforts were ongoing to revive the Regional Coordinating Committee and other non-student fellowships across the country.
- **Vacant General Secretary's position:** the office of the General Secretary remained vacant which posed challenges to the leadership. Filling this position remained a priority.
- **Mandatory Membership Registration:** All members were legally required to register officially, including payment of a registration fee. This process helps maintain accurate records and ensures commitment.
- **Encouraging Contributions:** Members were urged to contribute financially to support the ministry's operations and growth.
- **Promoting self-reliance:** The ministry was focused on becoming self-sufficient and reducing dependency on external support.

- **Policy Alignment:** Fellowships were strongly encouraged to align their activities with established mission policies to maintain order, effectiveness, and unity within the ministry.

BOT Chairperson

- The chairperson urged all members to reflect on their attitude towards giving and being generous in supporting the ministry.
- He called upon students, non-students, and leaders alike to fully commit themselves in serving God through WESO Ministry.
- Members were encouraged to take ownership and responsibility for the growth and well-being of the ministry.

MIN 5/6/24: CONSIDERATION OF ACCOUNTS

Finance Chairperson's Report

1. Revenue Generation Overview

Primary Sources of Income:

- Member gifts and contributions (including monthly contributions).
- Support from student fellowships, notably semester-based contributions.
- Biannual mission funding received, including a notable KES 20,000 from the Non Student Fellowships.
- Monthly online fundraising challenges organized by the missions committees.
- Additional support from associates.

2. Financial Status and Challenges

- **Bank Account:**

- The ministry did not have an operational bank account which was affecting financial transactions of the ministry.

- **Income and Expenditure (2023/2024)**

- Total income: KES 1,084,000 (One million eighty four thousand Kenyan shillings).
- Expenditure: Mission-related expenses: KES 320,000
- Assets: KES 4,300,000.
- Liabilities stood at KES 254,000.

- **Challenges Highlighted:**

- The ministry faces challenges in sustaining consistent revenue streams.
- There is a need to bring more associates on board to increase support.
- Operational issues with the bank account have impacted financial management.
- The ministry must improve monthly commitment and remittances from members to ensure smooth operations.

3. Support and Contributions

- Fellowships' missions are supported with KES 5,000.
- Monthly remittances are encouraged to boost the ministry' treasury.

MIN 6/6/24: WELFARE AND MEMBERSHIP GUIDELINES

The chairperson presented the Welfare and Membership Guidelines as follows:

1. Who Qualifies as a Member?

Spiritual Requirement:

- Must be a **born-again Christian** who professes **Jesus Christ as Lord and Savior**.

Registration Categories:

- **Student Member:** Enrolled in a **university or tertiary institution**.
- **Non-Student Member:** Includes:
 - Former student members (alumni).
 - Individuals who support WESO's vision and mission.
 - **Postgraduate students** (considered non-students).
 - **Churches or Christian organizations** (as affiliate partners).

Administrative Requirements:

- Must **fill and submit a declaration form (Schedule A)**.
- Must pay a **non-refundable registration fee** and **annual subscription fee** (amount set by NEC and approved by AGM).
- Receives **official confirmation (SMS/email)** and a **membership number/card**.

Termination of Membership:

- By **resignation** (written notice to the General Secretary).
- By **expulsion** (if member violates WESO's constitution, harms its reputation, or acts against the Christian faith).
- By **natural attrition** (e.g., inactivity).

Key Welfare & Membership Policies

- **Welfare support is restricted to registered, active members** (and their immediate family: spouse, children, parents, in-laws).
- **Fellowships must define their own welfare guidelines** (eligibility, contribution amounts, etc.).
- **NEC provides structured support** (e.g., cash/gifts for weddings, funerals, sickness, and newborns).
- **Communication during welfare cases** must follow official channels (fellowship → RCC → NEC).

Membership Fees & Financial Contributions for WESO Members

1. Registration Fees (One-Time Payment)
 - Student Member (University/Tertiary Institution): KSh 100
 - Non-Student Member (Alumni/Supporters/Postgraduates): KSh 500
2. Annual Subscription Fees (Recurring Yearly Payment)
 - Student Member: KSh 200
 - Breakdown:
 - KSh 50 → Sent to WESO Secretariat
 - KSh 150 → Retained by the local fellowship
 - Non-Student Member: KSh 1,200
 - Breakdown:
 - KSh 700 → Allocated to Welfare Coordination
 - KSh 500 → General Secretariat funds
3. Voluntary Monthly Contributions
 - Members are encouraged to give voluntarily as they are able (no fixed amount).
4. Welfare Support Contributions (Case-by-Case Basis)
 - Each fellowship sets its own welfare guidelines, but the NEC provides structured support in cases like:
 - Weddings: KSh 2,500 (gift for member)
 - Funerals:
 - Parent/Guardian/Child/Spouse/Sibling: KSh 5,000 (cash)
 - Member's own death: KSh 10,000 (cash)
 - Newborns: KSh 2,500 (gift)
 - Sickness: Case-by-case fundraising (no fixed amount)

NOTE: Members are encouraged to access the document for further information.

MIN 7/6/24: ELECTION OF LEADERS

Appointment of an Auditor

Stephen Obok was appointed and retained as the Auditor for the 2024/2025 financial year.

General Executive Committee

- 1) Job Sinino- Chairperson-Non Student
- 2) Janet Nafula- Vice Chairperson- Student
- 3) Mercy Namasaka-Assistant Secretary- Non student
- 4) Benard Simiyu-Treasurer- Non student
- 5) Simon Musudia-Fellowships Coordinator
- 6) Oscar Lunani-Missions Coordinator
- 7) Emily Akunda-Memberships and Welfare Coordinator
- 8) Isaac Simon- Projects Coordinator
- 9) Marvin Wanga-Finance Committee Chairperson

Regional Coordinating Committees (RCC)

Nairobi Region Coordinating Committee

- 1) Collins Were- Chairperson
- 2) Brian Masinde
- 3) Humphrey Etiang

Rift Valley Region Coordinating Committee

- 1) David Lwenya-Chairperson
- 2) Samuel Barasa
- 3) Evelyn Afande

Western Region Coordinating Committee

- 1) Fitzpatrick Ojowi-Chairperson
- 2) Jackline Tsikhungu
- 3) Mercy Welamondi

Suggestions

- It was agreed that the Vice Chairperson position should be held by a female student member to promote gender balance. Janet Nafula from Lower Kabete Campus, University of Nairobi was elected as the Vice Chairperson.
- The new leaders were encouraged by the Patron to serve with the intention of pleasing God rather than seeking human approval.

MIN 8/6/24: ANY OTHER BUSINESS

- a) **General Secretary Emeritus’ Signature:** The General Secretary is authorized to sign official documents.
- b) **Appreciation Letters:** Appreciation letters were presented to the student representatives who had served their term in the GEC in recognition of their invaluable contribution to the ministry.
- c) **Acknowledgement and appreciation of WEFWE and Balozi TV:** A note of thanks was extended to the entire WEFWE fellowship and Balozi TV crew for their excellent work in facilitating and successfully transmitting live coverage of the AGM. Kudos!
- d) **General Vote of Thanks:** A heartfelt vote of thanks was given to all teams and individuals who made themselves available and contributed to the success of the AGM.

MIN 9/6/24: ADJOURNMENT

With no further business to transact, the Annual General Meeting (AGM) was formally adjourned by the Chairperson at 4 pm. Everline Asande was invited to close the meeting with a prayer.

Confirmation of the Minutes

Chairperson.....Sign.....Date.....

Secretary.....Sign.....Date.....